

**MINUTES OF THE MEETING
OF THE
CHICOPEE HOUSING AUTHORITY
JANUARY 20, 2011**

(Scheduled meeting of January 12, 2011
cancelled due to inclement weather)

The Members of the Chicopee Housing Authority met in regular session on January 20, 2011 at 7 Valley View Court in the City of Chicopee, Massachusetts. The Chairperson called the meeting to order at 6:00 p.m. Upon roll call those present were as follows:

Present: Bruce Socha
Chester Szetela
Brian Hickey
Charles Swider

NOTICE OF MEETING

Notice is hereby given that in accordance with Section 23B of Chapter 39, General Laws as amended that the regular meeting of the Members of the Chicopee Housing Authority will be held on January 20, 2011.

CERTIFICATION AS TO SERVICE OF NOTICE

I, Monica Pacello Blazic, the duly appointed, qualified and acting Secretary of the Chicopee Housing Authority do certify that on January 17, 2011 filed in the manner provided by Sec 23B. Chapter 39, General Laws, as amended with the Clerk of the City of Chicopee, Massachusetts. I filed said notice with a Member of the office staff in the City Clerk's office.

Also in attendance were the following: Secretary Monica Pacello Blazic, Finance Director Denis Vermette, Maintenance Operations Manager David Dymek, Modernization Coordinator, Robert Kachinski, and Carmen Estrada, Recording Secretary.

Upon a motion made by Chester Szetela which was seconded by Brian Hickey, it was unanimously voted to accept the Minutes of the Meeting held on December 8, 2010 without being read.

The Treasurer distributed copies of reports regarding the summary of operations and operating statements for all programs for the period ending November 30, 2010, which was then read by the Director of Finance.

Upon a motion made by Chester Szetela which was seconded by Brian Hickey, it was unanimously voted to accept the Treasurer's report as received.

Upon a motion made by Brian Hickey which was seconded by Chester Szetela, it was unanimously voted to approve the payment of the bills.

CHECKS ISSUED

REVOLVING FUND/PAYROLL	66269 - 66460	\$679,618.52
SECTION 8	44338 - 44503	\$195,731.10

A tabulation of those bills to be paid is contained in the Member's folders.

Modernization Coordinator Robert Kachinski gave the following reports:

Stimulus Projects Update.

Other Modernization projects underway:

CABOT MANOR:

The first 48 bathrooms are complete except for work items which will be handled at the February 25, 2011 Arbitration hearing. Planning is underway for phase 2 of the project.

The Lead Based Paint inspections of all buildings have been completed. Lead paint was found on the building exteriors only. Lead abatement at 61-63 Stonina is underway as a trial for bidding lead abatement on all 28 buildings.

CANTERBURY:

The new emergency power generator is up and running and is successfully handling the load of both elevators. The old generator was only equipped to operate one elevator.

SENECAL:

Site improvement and underground pipe replacement is on hold until spring to finish minor regarding and seeding.

MEMORIAL:

New door alarms are being installed on all common entry doors to the 6 buildings to discourage tenants from propping the doors open. A test alarm was installed on one door this summer and it worked very well.

FAIRHAVEN:

Baystate Gas Company has agreed to a \$200 credit toward the installation of the concrete filled bollards which are protecting their gas meter for the new generator. This amount is in line with what they typically provide to contractors.

Maintenance Operation Manager David Dymek reported that the staff is dealing with a lot of snow removal.

Upon a motion made by Chester Szetela which was seconded by Brian Hickey, it was unanimously voted to accept the committee reports as given.

The Housing Authority is in receipt of Application for Payment #10 from the firm of Gardner Construction & Industrial Services Inc. in the amount of \$26,508.00 for the Leo P. Senecal Site Improvements. This payment is in accordance with the terms of the contract.

Upon a motion made by Charles Swider which was seconded by Chester Szetela, it was unanimously voted to approve payment as requested above.

The following resolution was introduced by Charles Swider, read in full and considered.

RESOLUTION NO. 5062

Whereas, the Housing Authority is in receipt of change order #10 from Gardner Construction & Industrial Services, Inc. in the amount of \$53,212.00 for the following Leo P. Senecal Site Improvements: installation of handicap parking spaces and ramps, removal of trash pads, seeding and loaming at several locations, and installation of new drainage structure behind 30 Elmer Drive. All of the aforementioned work is in accordance with the terms of the contract.

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to approve Changer Order #10 as presented by the firm of Gardner Construction & Industrial Services, Inc. for their work on site improvements at Leo P. Senecal Apartments. Said change order increases the contract price by \$53,212.00, with no change in calendar days.

Charles Swider moved that the foregoing resolution be adopted as introduced and read, which was seconded by Chester Szetela and upon roll call the "Ayes" and "Nays" were as follows:

AYES: Charles Swider
Chester Szetela
Brian Hickey
Bruce Socha

NAYS: None

The Chairperson thereupon declared said motion carried and said resolution adopted.

The Housing Authority is in receipt of Application for Payment #6 from the firm of M.L. Schmitt, Inc. in the amount of \$ 5,202.00 for the generator replacement at Canterbury Arms Apartments. This payment is in accordance with the terms of the contract.

Upon a motion made by Brian Hickey which was seconded by Chester Szetela, it was unanimously voted to approve payment as requested above.

The following resolution was introduced by Charles Swider, read in full and considered.

RESOLUTION NO. 5063

Whereas, the firm of M.L.Schmitt, Inc. has submitted a Certificate of Substantial Completion for the generator replacement work at Canterbury Arms Apartments. This action is In accordance with the terms of the contract.

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to approve the Certificate of Substantial Completion as submitted by the firm of M. L. Schmitt, Inc. for their generator replacement at Canterbury Apartments.

Charles Swider moved that the foregoing resolution be adopted as introduced and read, which was seconded by Chester Szetela and upon roll call the “Ayes” and “Nays” were as follows:

AYES: Charles Swider
Chester Szetela
Brian Hickey
Bruce Socha

NAYS: None

The Chairperson thereupon declared said motion carried and said resolution adopted.

The Housing Authority is in receipt of Application for Payment #4 from Associated Elevator Companies, Inc. in the amount of \$ 46,641.20 for the replacement of elevators at Canterbury Arms Apartments. This payment is in accordance with the terms of the contract.

Upon a motion made by Chester Szetela which was seconded by Brian Hickey, it was unanimously voted to approve payment as requested above.

The following resolution was introduced by Brian Hickey, read in full and considered.

RESOLUTION NO. 5064

Whereas, the firm of Associated Elevator Companies, Inc. has submitted a Certificate of Substantial Completion for the elevator replacement work at Canterbury Arms Apartments. This action is in accordance with the terms of the contract.

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to approve the Certificate of Substantial Completion as submitted by the firm of Associated Elevator Companies, Inc. for the elevator replacement work at Canterbury Arms Apartments.

Brian Hickey moved that the foregoing resolution be adopted as introduced and read, which was seconded by Chester Szetela and upon roll call the "Ayes" and "Nays" were as follows:

AYES: Brian Hickey	NAYS: None
Chester Szetela	
Charles Swider	
Bruce Socha	

The Chairperson thereupon declared said motion carried and said resolution adopted.

The following resolution was introduced by Chester Szetela, read in full and considered.

RESOLUTION NO. 5065

Whereas, the Housing Authority has prepared a contract with ATC Associates Inc. in the amount of \$17,855.00 to conduct lead based paint testing at Memorial Apartments'

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to enter into a contract with the firm of ATC Associates, Inc., 73 William Franks Drive, West Springfield, MA 01089 (state wide contract list) for lead based testing at Memorial Apartments for the total sum of \$17,855.00; and

Be it further resolved to authorize the Chairperson Bruce E. Socha to execute said contract for and on behalf of the Authority.

Chester Szetela moved that the foregoing resolution be adopted as introduced and read, which was seconded by Brian Hickey and upon roll call the "Ayes" and "Nays" were as follows:

AYES: Chester Szetela	NAYS: None
Brian Hickey	
Charles Swider	
Bruce Socha	

The Chairperson thereupon declared said motion carried and said resolution adopted.

On October 18, 2010 a collection of proceeds from the laundry machines at developments equipped with Laundromats was completed by representatives from CHA and the Automatic Washing Machine Co. as follows:

LAUNDRY COLLECTION REPORT
OCTOBER 18, 2010 THROUGH DECEMBER 22, 2010

State collection:	\$1,582.88
Minus Vendor sale of tokens	<u>- 600.00</u>
 AUTHORITY'S SHARE	 \$ 982.88
 Federal collection:	 \$2,191.00
 AUTHORITY'S SHARE	 \$1,,095.50

The above mentioned funds were deposited into the appropriate accounts.

Upon a motion made by Charles Swider which was seconded by Brian Hickey, it was unanimously voted to accept the report as given.

Bruce Socha reported that a tenant from the Kida Apartments has requested to be allowed to install a Satelite Dish in their apartment.

A discussion took place regarding the above request.

There, being no further business to come before the meeting, therefore, upon a motion made by Brian Hickey which was seconded by Chester Szetela, it was unanimously voted to adjourn at 6:35 p.m. The next regular meeting is scheduled to be held on Wednesday, February 9, 2011 at 6:00 p.m.

ATTEST: CARMEN N. ESTRADA, RECORDING SECRETARY